

NOTICE

Municipal Services Committee
Regular Meeting
Tuesday, December 27th, 2022 at 5:00 pm

Meeting will be held in person at the City Hall, 3rd Floor, 31 S Madison St Evansville, WI.

MINUTES

1. **Call meeting to order:** 5:01 PM
2. **Roll call:** Committee Chair Jim Brooks, Alder. Joy Morrison, Alder. Ben Ladick
Also in Attendance: Donna Hammett, Chad Renly, Bill Lathrop, and Brian Berquist
3. **Civility Reminder**
4. **Motion to approve the agenda as presented.** Ladick/Morrison 3-0 Motion Carries
5. **Motion to waive the reading and approve the minutes as printed from the November 29th, 2022 regular Municipal Services Committee meeting.** Ladick/Morison 3-0 Motion Carries
6. **Citizen appearances other than agenda items.**
 - None
7. **Billing / Customer Service:**
 - a. Quarterly review and discussion of staff approved sanitary sewer billing adjustments,
 - b. (Jan, Apr, Jul, Oct). **1 Account for Approval**
 - **Discussion and motion to approve or deny sewer credit in the amount of \$458.30 for account 16-6730-01** Hammett discussed the history of account with the committee. Ladick/Morrison 3-0 Motion Carries
 - c. **Disconnects & Tax Roll discussion** – Disconnections did not happen due to being short staffed. Hammett stated that due to an error in submitting tax roll, the utility file did not get transferred to the county for tax roll. Letters have been sent to customers and landlords, the amounts have been added back onto accounts and will be subject to disconnection in April.
 - **Approval of account write off for Acct: 26-3460-05 in the amount of \$476.11 (Uncollectable)-Ladick/Morrison 3-0 Motion Carries**
8. **Director's Report:**
 - a. **Parks & Recreation Report** Roads are closed for the Season
 - b. **Ice Rink Update**-Up and can be skated on. LED light will be installed this week and will last about 4 hours after dark. There is also a Port a Potty and 2 picnic tables.
 - c. **Motion to approve to move to MEUW's Shared MSDS Online – Agreement-** Discussion and motion. Ladick/Morrison 3-0 Motion Carries
 - d. **Lake Leota Dam Project Update** – There have been some delays with the DNR but work should start Jan 3rd and should be done with the work by Jan 10th. Renly stated

the level of the water is being watched, making sure there are no blow outs or voids under the ice.

e. Municipal Service Garage Expansion Final Update- Project is at substantial completion and the electric staff will be moving in to the older part of the new building, Water will be moved to older building and offices will remain in older building. The plan for the maintenance bay, we still do some in house maintenance, and that part of the building will be used as storage and small maintenance. WE Energies has not installed the new meter and gas lateral yet. Should be done within the next few weeks.

f. AMI Project (Placeholder)

- **Current AMI count remaining- Elec: 0 Water: 168-**Continue to work on getting water meters changed out. Hammett will be sending out letters again in January.

9. City Engineer Report:

a. Sub-division / Development Update Work has been buttoned up for the winter and the ownership groups are working a punch list for the spring for Westfield Meadows, Stonewood, and Windmill Ridge.

b. Roadway construction & other project updates.

- **Liberty St Project-** Work is finished for the winter and will be completed in the spring.

10. Administrative Staff's Report:

a. West Side Park Progress Report (Placeholder) - Renly stated that work has stopped for the winter, there was a lot of progress this fall due to warmer than expected temperatures.

11. WPPI:

a. Report from Darren-Continues working with large power customers and will need to work with Hammett and Renly on Advertising for 2023 and the 2023 Action Plan.

b. 2023 APPA Rally – 5 from the City are going.

The WPPI Executive Committee changed the EV maximum allotment to \$10,000, a \$5000 bump. Renly has recommended that we keep our share the same amounts at this time, the Committee agreed. Will re-evaluate in 2024.

12. Old Business:

a.

13. New Business:

a.

14. Upcoming Meeting Date:

January 31st, 2023 at 5:00 pm

15. Motion to Adjourn: Ladick/Morrison 5:37 PM

James Brooks, Committee Chair

Please turn off all cell phones and electronic devices before meeting commences. If you have any special accessibility issues, please contact Evansville City Hall at 608-882-2266 prior to the scheduled meeting. Thank you.